

WEST LAFAYETTE POLICE MERIT COMMISSION

MINUTES

August 13, 2007

The West Lafayette Police Merit Commission met in regular session at City Hall Council Chambers on August 13, 2007 at 7:30 pm. In compliance with the Indiana Open Door Law, notice of this regular meeting was sent to the media and posted. Copies of the meeting agenda and unapproved minutes of the July 9, 2007 Regular Meeting, August 6, 2007 Executive Session, and August 6, 2007 Special Meeting were available at a table adjacent to the entrance to the Council Chambers.

Police Merit Commission President Polles called the meeting to order and presided.

The Pledge of Allegiance was repeated.

PRESENT: Commissioners Don Corrigan, Larry Leverenz, Virginia Nead, John Polles and Joel Weber.

ALSO PRESENT: Commission Counsel Williams, Chief Marvin, and one member of the Police Department. No members of the public or the media were present.

APPROVAL OF MINUTES

- A. Commissioner Corrigan moved "to approve the minutes of the July 9, 2007 Police Merit Commission meeting." The motion was unanimously adopted.
- B. Commissioner Leverenz moved "that the minutes of the 6 August Executive Session be approved." The motion was unanimously adopted.
- C. Commissioner Leverenz moved "to accept the minutes of the Special Merit Commission meeting of 6 August 2007." The motion was unanimously adopted.

OLD BUSINESS

- A. Commission President Polles asked Chief Marvin to provide an update on the four applicants that are in the hiring process. Chief Marvin reported that two applicants are awaiting approval by PERF before they can be given an employment starting date. One applicant is scheduled for a physical and mental examination later this month. The returned Background Investigation package for the fourth applicant was brought to Chief Marvin's attention because it seemed to demonstrate poor attention to detail with poor spelling and grammar skills. After discussion by the Commissioners, it was determined that the Background Investigation process should continue for this applicant.
- B. Commission President Polles summarized discussion from previous meetings that other police agencies make a conditional offer of employment when an applicant's name comes to the top of the Eligibility List. Commissioner Weber read a proposal to revise Article II.G of the Police Merit Commission Rules and Regulations to read as follows: "G. Conditional Offer of Employment. When the Commission provides the Chief with the name of the

applicant having the highest score on the Eligibility List, the Chief may extend a conditional offer of employment to the applicant. As conditions for employment, the applicant must satisfactorily complete the truth verification or equivalent exam, the agility test, and the background investigation. The Commissioners shall review the results of the truth verification test and background investigation and verify the applicant is still of good character before the applicant is examined for eligibility under the 1977 Policeman's Pension Fund (PERF)." After discussion, Commissioner Weber moved "to revise Article II.G to read as read." The motion unanimously passed.

- C. Commission President Polles led a discussion of a proposed change to Article VI to the Police Merit Commission Rules and Regulations concerning Merit Awards. Further work was identified. Commissioner Weber will prepare a revision that includes the identified changes and distribute it to the other Commissioners as well as Chief Marvin prior to the next regular meeting. The subject will be revisited at the next regular meeting.
- D. Commission President Polles discussed the proposed Police Merit Commission budget for 2008.

NEW BUSINESS

- A. Commissioners reviewed the rating report of Lieutenant Gallagher who has completed a one-year probationary period at that rank. After discussion, Commissioner Leverenz moved that "permanent status be granted to Lieutenant Gallagher's promotion." The motion unanimously passed.
- B. Commission President Polles discussed the possibility of revising Article I.C of the Police Merit Commission Rules and Regulations to permit the cancellation of a regular meeting when there was no business to conduct. Further research is needed by Commission Counsel Williams. The subject will be discussed at the next regular meeting.
- C. Commissioner Leverenz requested Commissioners consider possible changes to the ranking percentages of Article II.D of the Rules and Regulations. He had no specific recommended changes, but feels it is the Commission's responsibility to take the lead in the hiring process. The Police Department currently has 50% of the decision making process with the Commission having 25%. Discussion followed, with more discussion at the next regular meeting.
- D. Saturday, October 13, 2007 was identified as the next date for new applicant testing. It was determined that the Sergeant promotional examination will be given on Saturday, November 3, 2007 at 3:00 pm in the Police Training Room.
- E. Commission President Polles recognized the superb administrative support of Gail Thayer-Copeland to the Police Merit Commission and thanked her for her service.

ITEMS FROM THE FLOOR


None.

PUBLIC COMMENTS

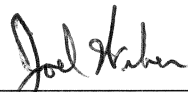
None.

ADJOURNMENT

The meeting adjourned at 8:38 pm.



John Polles
President



Joel Weber
Secretary

WEST LAFAYETTE POLICE MERIT COMMISSION
Meeting Agenda, 13 August 2007
7:30 P.M., Council Chambers, City Hall

Opening

Pledge of Allegiance
Roll Call
Approval of Minutes for Meeting on 9 July 2007
Approval of Minutes for Executive Session on 6 August 2007
Approval of Minutes for Special Meeting on 6 August 2007

Old Business

Status of four applicants in the hiring process (Chief Marvin)
Discussion of proposed changes to Article II.G. of WLPMC R&R concerning
Conditional Offer of Employment (Commissioner Weber)
Discussion of proposed changes to Article VI of WLPMC R&R concerning Merit
Awards (Weber)
Proposed budget for CY2008 (Commissioner Polles)

New Business

Probationary status of Lt. Gallagher (Polles)
Discussion of changing Article I.C. (1) of WLPMC R&R concerning regular meetings
(Polles)
Discussion of changing Article II.D. (4) of WLPMC R&R concerning scoring the
applicant for the eligibility list (Commissioner Leverenz)

Items from the Floor

Public Comments

Adjournment